



Managed Mental Health Care Organization for Coos, Curry, Jackson, Josephine, and Klamath Counties
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**JBH FULL BOARD ANNUAL MEETING
MEETING MINUTES**

MEETING DATE: June 22, 2009, 1:00 – 4:00

MEETING LOCATION: Anne Basker Auditorium – Grants Pass

BOARD PRESENT: Nikki Whitty – Coos County; Georgia Nowlin – Curry County; Bill Waddle – Curry County; Dave Gilmour – Jackson County; CW Smith – Jackson County; Dave Toler – Josephine County; Dwight Ellis – Josephine County; John Elliott – Klamath County; Al Switzer – Klamath County; Cheryl Hukill – Klamath County; Commissioner Cassanelli – Josephine County

JBH STAFF: Dave Bast, Bob Furlow, Mike Sewitsky, Patty Terhune

COUNTY MENTAL HEALTH DIRECTORS: Ginger Swan – Coos County; Joe Adair – Curry County; Maureen Graham – Jackson County; Kim Miller – Options; Ann Lynn – Klamath County;

COUNTY STAFF: Tamera Rose – Klamath County

OTHER: Paul Nolte, JBH Counsel

Board Chair Commissioner Elliott called the meeting to order at 1:00 p.m. and asked for introductions. Commissioner Elliott explained that there would be a change in the order of the agenda. Item 4c – Election of Officers was moved to the beginning of the Action Items and Item 4d – Acute Indigent Care (MHS24) Funds Board Order was removed.

CONSENT CALENDAR

Annual Board Minutes of 06/23/08
Commissioner Elliott asked if there were any questions or comments on the minutes from the Annual Meeting of 06/23/08. Commissioner Ellis noted one change to the minutes, which was that he was present at the meeting but the minutes do not reflect that.
Motion: Commissioner Toler motioned to approve the minutes with noted changes and Commissioner Gilmour seconded. Commissioner Whitty, Commissioner Hukill and Commissioner Nowlin abstained as they were not present at the 2008 meeting. Motion approved by all.
JBH Update Report
Dave Bast explained for the Full Board that this report is presented to the Executive Board each month which gives them an update to the things JBH Staff is working on. Commissioner Nowlin asked if the issue with the building security if anything had been compromised of the space. Dave Bast commented that JBH was fortunate in that its space and files were not compromised as this could have resulted in putting out notices to all 60,000 OHP Members under JBH. Dave Bast provided detail of the break-in and explained that since this report the suspect had been caught and that JBH has installed an alarm system as an

extra security measure.

Commissioner Elliott suggested that JBH look into what other options are available. Commissioner Toler asked if anything can be done to increase building lighting. Dave Bast explained that due to complaints by residents across the street from the building which resulted in decreased lighting as well as some resistance from the current landlord to increase the lighting there have not been any improvements on the lighting. Commissioner Nowlin asked if the request of Commissioner Elliott is something Mr. Bast would be doing. Commissioner Elliott commented that he would like Mr. Bast to see what else is out there while keeping in mind the investments already put into the existing building.

Motion: Commissioner Ellis motioned to approve the JBH Update Report as presented and Commissioner Nowlin seconded. Motion approved by all.

ACTION ITEMS

Election of Officers

Commissioner Elliott opened the floor to nominations for the Board Chair. Commissioner Toler nominated Commissioner Elliott to continue as Chair and Commissioner Switzer seconded. Commissioner Elliott asked if there were any further nominations, of which there were none. Motion to nominate Commissioner Elliott as Board Chair was approved by all.

Commissioner Elliott asked for nominations for the Vice Chair. Commissioner Gilmour nominated Commissioner Toler as Vice Chair and Commissioner Hukill seconded. Motion approved by all.

Approval of FY 2009/10 Budget

Dave Bast explained to the Full Board that last month the Budget Committee and the Executive Board went over the budget presentation put together by JBH Staff and that very minor changes have been made in what is being presented for approval today.

Mike Sewitsky explained that in terms of the bottom line, the budget had not changed. One change that was made was to the Administrative Budget due to the unsuccessful recruitment of a Behavioral Consultant for Region V Crisis Diversion Services; the funds from the Personnel line item were moved to the Contract Services line item which allow for easier recruiting on being able to contract out this position. Mike Sewitsky reiterated that this budget is very conservative because JBH does not yet have a final budget from the State; the OHP budget was cut by 14% and General Fund Acute Care funding by 30%.

Commissioner Nowlin asked about the overall increase in Personnel mentioned in the summary. Mike Sewitsky explained that in the last fiscal year JBH was not fully staffed at the full 19 FTE and for this budget JBH was budgeting for the full 19 FTE along with a COLA increase. A budget supplement for the last fiscal year was adopted by the Board to reflect the difference in JBH not being fully staffed. Commissioner Nowlin asked if the Administrative Support addition is a new position. Mike Sewitsky explained it was not a new position; Administrative Support is part of DDRV's (Developmental Disabilities – Region V) budget and part of their budget is incorporated into this budget to offset some of JBH's staff time spent with DDRV.

Commissioner Elliott asked Mike Sewitsky to expand on the contract we had with Douglas County for the sake of the Full Board members; how is that still part of this budget. Mike Sewitsky explained that Douglas County is still part of the Reserve Fund that shows on the consolidated budget. These funds will be sent back to Douglas County once JBH closes the books for the last fiscal year. Bob Furlow added that JBH has a draft audit from Douglas County and that a copy of the final audit has been requested in order to proceed with the final payout.

Commissioner Nowlin asked if the SE24 fund balance was restricted for use. Mike Sewitsky explained that the funds were restricted for Acute Care.

Commissioner Elliott commended both Mike Sewitsky and Dave Bast on the conservative budget and commented

that it is much easier to add to a budget than take away from it. Commissioner Nowlin asked if the amount stated for sub-capitation payments was purely a calculation. Mike Sewitsky explained that the capitation payments are based on enrollment and that there are also 13 different payor categories that JBH receives capitated payments for and each county differs depending on the payor mix.

Commissioner Elliott asked for a motion to adopt the budget for 2009/2010.

Motion: Commissioner Toler motioned to approve the 2009/2010 JBH budget as presented and Commissioner Smith seconded. Commissioner Toler commented that he agreed that the budget is conservative budget; it assumes that enrollment will stay at what is even though there has been an expansion in OHP from the Legislature. It's conservative in the capitation rates. He added that the Executive Board really wanted to go with the more conservative budget. He commented that 2-3 years ago the finances were in a much rockier situation and that the Board and JBH staff have really turned it around. He believes that the work that has gone into developing stronger policies and working with JBH's stakeholders has really helped.

Roll call vote for approval of the FY 2009/2010 Budget:

**Nikki Whitty – Aye
Dave Gilmour – Aye
CW Smith – Aye
Dave Toler – Aye
Dwight Ellis – Aye
John Elliott – Aye
Al Switzer – Aye
Cheryl Hukill – Aye
Georgia Nowlin – Aye
Bill Waddle – Aye**

Approval of Restated Bylaws

Commissioner Elliott commented that in the revisions of the Intergovernmental Agreement (IGA), a footnote was made to the Revised Bylaws referencing what would be a quorum of the Executive Board. Dave Bast explained that with Douglas County leaving JBH that precipitated a necessary change in the Bylaws. He stated that the Executive Board discussed other changes that may be necessary to the Bylaws. Those changes were then presented to and reviewed by each County Counsel.

Paul Nolte explained that with the JBH IGA, it is slightly different than what is seen in a County or City in that this is an IGA among the five counties that actually forms JBH. He explained that in addition to the removal of Douglas County from the IGA, the new IGA also incorporated three amendments to the original IGA. By revising the IGA to make one complete document JBH also needed to revise its Bylaws so that the two documents were consistent with each other. Paul Nolte then explained the changes made to the Bylaws in detail.

Commissioner Elliott has asked if every county has approved the last version of the IGA. Commissioner Toler asked if there was a problem with not having approvals from all five counties of the IGA. Paul Nolte stated it would not be a problem assuming that the signed IGA's are received by the next Executive Board meeting. Commissioner Toler suggested that the Full Board defer the recommendation to the Executive Board. Paul Nolte stated that would not be a problem as long as there were no objections from the Full Board, of which there were none.

Commissioner Elliott asked for a motion to defer the recommendation for approval of the Restated Bylaws to the Executive Board once all IGA's have been signed.

Motion: Commissioner Smith motioned to defer the recommendation for approval of the Restated Bylaws to the Executive Board and Commissioner Toler. Motion approved by all.

Acute Indigent Care (MHS24 Funds) Board Order

Dave Bast explained that there was some discussion as to whether or not the original Board Order signed in 2007

had to be renewed but that upon review with JBH Counsel, it was determined that was not necessary. As a result, the item was removed from the agenda.

Policy Updates

Cross County Billing Policy

Dave Bast explained that this policy was created to help streamline the authorization and billing processes when a JBH client is being served by another County within the region.

Commissioner Toler motioned to approve the Cross County Billing Policy and Commissioner Gilmour seconded. Motion approved by all.

Claims Processing Policy

Dave Bast explained that since the implementation of the policy feedback had been provided by Counties and Providers around the issues with some of the timelines. Acting on that feedback, JBH felt it was necessary to make changes to the timelines around claims submissions while maintaining the integrity of the full timeline.

Commissioner Cassanelli joined the meeting at 1:47.

Commissioner Ellis noted a typing error/change in the policy.

Motion: Commissioner Toler motioned to approve the Claims Process Policy with noted corrections and Commissioner Gilmour seconded. Motion approved by all.

EDUCATION

Overview of JBH

Dave Bast gave a presentation of the structure of JBH and explained for the Full Board how JBH operates.

Commissioner Smith asked if give the current state of the economy does JBH see an increase in people needing services. Dave Bast explained that he does anticipate that the number of people seeking services is going to increase. Commissioner Nowlin asked if the strikethrough in the Bylaws around regional services has anything to do with the Regional Mental Health Authority. Dave Bast stated it does and explained some of the discussions taking place at the State level around this. He explained that it also has to do with the discussion on wraparound and provided examples of where this could be beneficial. Commissioner Nowlin asked about the regional approach and if it was the same as the wraparound concept. Dave Bast explained that part of it has to do with the State not allowing the Counties to do this on their own; therefore by Counties working together to deliver better more effective services works in line with the wraparound concept.

Dave Bast closed by saying it has been a pleasure working with the Executive Committee and that they truly are involved and interested in the processes and operations of JBH.

Commissioner Elliott asked what the separate balance sheet in the packet was for. Mike Sewitsky stated it was for informational purposes for the current fiscal year.

PUBLIC COMMENT

None.

ADJOURNMENT

Meeting adjourned at 2:20 p.m.